

Carlisle Housing Authority

Meeting Minutes

April 28, 2015

Present: Alan Lehotsky, Chair; Carolyn Ing; Mark Levitan; Elizabeth DeMille Barnett, Housing Coordinator. **Absent:** Steven Pearlman; W. Randall Brown

- 1. Meeting called to order** at 7:36 p.m.
- 2. Community Input** (none)
- 3. Old Business**

A. NOAH Benfield Farms

i. Project Update.

- (i) **Board of Health; progress toward Certificate of Compliance.**

Mr. Lehotsky reported that progress is being made toward obtaining a Certificate of Compliance from the Board of Health. He cited the fact that the unpleasant odor has disappeared. NOAH has received a Temporary Certificate of Compliance from the Board of Health, but a permanent certificate will not be issued until the grass is established over the septic system in the back of the property.

Mr. Lehotsky also noted that the cart path gate has been repaired, and the wooden sign in front of the property has been removed.

B. Update 2010 Town Of Carlisle Housing Production Plan

Mr. Lehotsky and Mr. Levitan provided a brief overview of the meeting held on April 23rd. A timetable to complete the Housing Production Plan was discussed. In addition the group discussed possible projects that would allow the Town to receive "safe harbor" (certification of compliance) protection from Chapter 40B projects which are not consistent with local needs for the duration of the five-year term of the plan. The next meeting will be held Thursday May 14.

C. 338 Bedford Road Ground Lease for Group Home for Intellectually-challenged Residents

- (i) **Land Disposition Agreement.** Mr. Lehotsky and Ms. Barnett reviewed the proposed Land Disposition Agreement (LDA) drafted by Kathleen O'Donnell, legal services consultant to the Housing Authority for the Ground Lease negotiations. This document is an intermediary agreement between the Housing Authority and Till, Inc., which would provide Till, Inc. with standing for permits, etc. prior to execution of the Ground Lease.

Ms. Ing made a motion that the Housing Authority authorize Alan Lehotsky to negotiate and execute the LDA with Till, Inc. The motion was seconded by Mr. Levitan. All present aye; the motion was approved.

- (ii) Ms. Barnett reported that Till, Inc. is interested in presenting their plans for the 338 Bedford Road property to Carlisle townspeople at a public forum, preferably at a Selectman's meeting. Consensus of the board was to support this idea.

D. Proposed Affordable Housing Forum

Mr. Lehotsky initiated a discussion about the potential content and timing of a public forum devoted to educating townspeople about the state's Chapter 40B affordable housing law and possible paths to compliance. After some discussion, consensus of the meeting was that conducting such a public forum in September would allow for adequate time to plan and communicate about it to the Town. This time frame would also allow the forum to update the public about the 2015 Housing Production Plan. Additionally, consensus was to ask the Carlisle Affordable Housing Trust to jointly plan and conduct the forum. Mr. Lehotsky stated he would discuss this with CAHT at their next meeting on Wednesday May 6th.

4. New Business

None

5. Authorizations

- a. \$35.00 Legal Fee/review of 338 Bedford Road RFP (Town Counsel, Miyares & Harrington)
- b. \$120.08 Estoppel certificate for Benfield Farms (Kathleen O'Donnell)
- c. \$875.00 Financial analysis of 338 Bedford Road RFP responses (Charleen Regan)

6. Approval of Minutes

- a. Ms. Ing made a motion to accept the minutes of the March 24, 2015 meeting as written. The motion was seconded by Mr. Lehotsky. All present aye; the motion was approved.

7. Next Meeting Date(s): Monday, May 11, 2015 at 7:30 p.m.

8. Meeting Adjourned at 8:17 p.m. Motion by Ms. Ing; seconded by Mr. Levitan. All present aye; the motion was approved.

Respectfully submitted,

Mark Levitan, Secretary